

BID ADVERTISEMENT

INVITATION FOR BID NUMBER AEPA IFB #007

Notice to Bidders

Sealed Bids will be received on behalf of Fairfax County Public Schools until:

1:30 p.m. EST, Friday, October 27, 2006

For: A. Custodial Supply Catalog, B. General Office Supplies & Related Services, C. Classroom Supplies & Related Services, D. Food Service Software & Equipment, E. Online Professional Development Software, F. Student Transportation Software, G. Web-Based Online Auction Service

Each bid package consists of three parts:

Part A – Notice to Bidders and Terms and Conditions (Same for all bid commodities)

Part B – Commodity Specifications

Part C – Bid Forms

All bids must be submitted to Wilson Education Center, 11440 Highway 62, Charlestown, IN 47111-9400, in a sealed envelope marked "SEALED BID AEPA #007" on the front of the envelope. Note that bidders must be able to provide products and services in a 23 state area including Arkansas, Arizona, California, Colorado, Connecticut, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Montana, Nebraska, New Mexico, North Dakota, Ohio, Oregon, Pennsylvania, Texas, Virginia, Washington, and Wyoming.

Bid documents may be obtained by downloading from the web at www.aepacoop.org. AEPA reserves the right to reject any or all bids in whole or in part; to waive any formalities or irregularities in any bids, and to accept the bids, which in its discretion, within state law, are for the best interest of Fairfax County Public Schools. Bids will be opened and publicly read immediately following the deadline.

Bid and Contract Timeline:

September 18, 2006	A. Publication of Bids & IFB available on the AEPA website www.aepacoop.org
September 18, 2006	B. Mailing of bid notices from member agencies
October 2, 2006	C. Voluntary Pre-Bid Conference call for vendors – vendors must pre-register by September 28, 2006
October 19, 2006	D. Deadline for questions from bidders
October 27, 2006, 1:30pm	E. Deadline for Bid Submittals and Public Opening of Bids
December 2, 2006	F. Approval of bids
December 5, 2006	G. Bidders are advised of the results of the bid
February 28, 2008	H. End of first contract year
March 1, 2009 -2011	I. Annual contract renewal dates subject to approval by AEPA

AEPA IFB #007 Pre-Bid Conference Call – Monday, October 2, 2006

Pre-Bid Voluntary Conference Call – Pre-Registration Required by September 28, 2006

AEPA will host a pre-bid voluntary conference call on Monday, October 2, 2006, for any interested bidders or potential bidders. The conference call times are set in the following schedule for each of the four contiguous United States time zones. Vendors must register by Thursday, September 28, 2006, by emailing request to Rebecca@nmedu.org or by calling Rebecca at (505) 344-5470. Vendors must indicate which bid category or categories that they would like to participate in their registration. An email confirmation will be received in 24 hours. Each vendor will be allowed only one phone line to participate in conference call. It will be the vendor's responsibility to have one primary person responsible for asking questions during the conference call.

Pre-Bid Voluntary Conference Call Schedule – Monday, October 2, 2006

	Eastern	Central	Mountain	Pacific
A. Custodial Supply	11:30 AM	10:30 AM	9:30 AM	8:30 AM
B. Office Supply	12:15 PM	11:15 AM	10:15 AM	9:15 AM
C. Classroom Supply	1:00 PM	12 Noon	11:00 AM	10:00 AM
D. Food Service Software	1:45 PM	12:45 PM	11:45 AM	10:45 AM
E. Professional Dev. Software	2:30 PM	1:30 PM	12:30 PM	11:30 AM
F. Student Transportation	3:15 PM	2:15 PM	1:15 PM	12:15 PM
G. Online Auction Service	4:00 PM	3:00 PM	2:00 PM	1:00 PM

Pre-Bid Questions and Answer Committee

The Committee receives questions from potential bidders, and in concert with the Chairman of AEPA, Contract Oversight Committees, and membership develops replies to the questions, disseminates the replies and ensures replies are published on the AEPA website.